

**UNITED STATES DEPARTMENT OF THE INTERIOR  
MINERALS MANAGEMENT SERVICE  
GULF OF MEXICO OCS REGION**

**NTL No. 2005-G12**

**Effective Date: September 15, 2005**

**Issue Date: September 15, 2005**

**Expiration Date: December 8, 2005**

**NOTICE TO LESSEES AND OPERATORS OF FEDERAL OIL, GAS, AND SULPHUR  
LEASES AND PIPELINE RIGHT-OF-WAY HOLDERS IN THE OUTER  
CONTINENTAL SHELF, GULF OF MEXICO OCS REGION**

**Amended-Gulf of Mexico Regional Office Operations after Hurricane**

This Notice to Lessees and Operators (NTL) is issued pursuant to 30 CFR 250.103 and rescinds NTL No. 2005-G11. It provides a description and information regarding the status of the Minerals Management Service (MMS) Gulf of Mexico Regional and New Orleans District Offices subsequent to Hurricane Katrina.

The revisions in this NTL include a change in one of the fax numbers (281-986-6179), addition of a room number to the Houston address, clarification that structural repairs of damage resulting from Hurricane Katrina must be approved prior to execution and provides further guidance on shallow hazards surveys submittals and waiver requests and the submittal of plans and right of use and easements.

The Regional and the New Orleans District Offices have resumed most operations under its Continuity of Operations Plan (COOP). The COOP team is stationed in Houston, Texas. MMS is committed to conducting operations in as normal a manner as possible. The office addresses below are temporary and new addresses will be forthcoming in about 2 weeks.

This NTL is designed to assist you and provide guidance on the conduct of operations. You may always call the general MMS numbers at the COOP site. These general contact points are:

- (281) 987-6876
- (281) 987-6865
- FAX (281) 987-6885 (Evacuation Statistics Only)
- FAX (281) 986-6179 (All other correspondence)

Physical and mailing address:

4141 N. Sam Houston Parkway E.

Room 104  
Houston, TX 77032

Or

P.O. Box 60389  
Houston, TX 77205

### **Office of Leasing and Environment**

For leasing, adjudication, lease sales, environmental review or bonding questions, you may call (281) 986-6162 or (281) 986-6160. Adjudication is currently accepting designations of operator, updates to bonding or OSFR coverage, and relinquishments, which should be submitted by mail only (no faxes) to the address above. These documents will be logged in and computer records will be updated at a later date. Do not submit requests for approval of assignments, name changes and mergers, non-required filings, or any other non-critical submittals at this time. Further guidance will be issued in 2-3 weeks.

### **Office of Production and Development**

If you have questions or concerns with any of the following, you may phone (281) 986-6169. Any of the following regulatory requirements due prior to January 1, 2006 should be submitted after January 1, 2006 and prior to March 1, 2006:

- Well Potential Test Reports (Form MMS-126; 30 CFR 250.1102 and NTL 98-23)
- Sensitive Reservoir Information Reports (Form MMS-127; 30 CFR 250.1102 and NTL 98-23)
- Semiannual Well Test Reports (Form MMS-128; 30 CFR 250.1102 and NTL 98-23)
- Bottomhole Pressure Surveys (30 CFR 250.1104)
- Run Tickets and meter proving reports (30 CFR 250.1202(c))
- Gas Volume Statements (NTL 2003-G20)
- Notifications for deep gas royalty relief (30 CFR 203.43 and 46)
- Deepwater royalty relief applications for expansion projects and pre-act deepwater leases (30 CFR 203.60 through 62)
- Royalty relief applications for special cases (30 CFR 203.80)

You may request verbal approvals for the following regulatory requirements by calling (281) 986-6156:

- Approvals to produce within 500 ft of a unit or lease line (30 CFR 250.1101(b))
- Requests to produce gas caps of sensitive reservoirs (30 CFR 250.1101(a) and NTL 98-23)
- Flaring, venting, and liquid burning (30 CFR 250.1105)
- Downhole commingling (30 CFR 250.1106)

- Conservation Information Documents (NTL 2000-N05)

You may request verbal approvals for the following regulatory requirements by calling (281) 986-6168:

- Approvals for liquid hydrocarbon and/or gas measurement (30 CFR 250.1202 and 1203)
- Approvals for surface commingling (30 CFR 250.1204)
- Waivers for royalty and allocation meter proving/calibrations (30 CFR 250.1202 and 1203)

You may request verbal approvals for the following regulatory requirements by calling (281) 986-6161:

- Enhanced oil & gas recovery operations (30 CFR 250.1107)
- Suspensions of Operation and Suspensions of Production (30 CFR 250.168 through 177)
- Premature abandonments (NTL 2003-G02)
- Annual Unit Operating Agreements
- Voluntary Unitization Approvals

## **Office of Field Operations**

### **Platform Approvals**

The following list provides guidance on platform installations, modifications and repairs that can be executed by operators prior to receiving formal approval. Permit applications should be e-mailed to [structures@mms.gov](mailto:structures@mms.gov) or hard copies sent to the Houston, TX address with a notification and schedule of the planned offshore work. The contact telephone number for the platform section is (281) 986-6165. As a reminder, major repairs of damage resulting from Hurricane Katrina must be reviewed and approved by MMS prior to execution.

New Platform Installations that have the following:

- Site Specific Soil Data
- Meet High Consequence Criteria; Level 1 per Section 2 of API RP 2A 21<sup>st</sup> edition
- All Connections have Fatigue Lives greater than 100 years

Major Modifications to existing platforms that have the following:

- Platforms where the deck height meets new design deck height requirements per Section 2 of API RP 2A 21<sup>st</sup> edition
- Meet High Consequence Criteria; Level 1 per Section 2 of API RP 2A 21<sup>st</sup> edition
- Site Specific Soil Data
- No corrosion as evidence by a coating system grade of A

Adding a well to an existing platform that meets the following criteria:

- Platforms that were installed within last 5 years
- Platforms where the deck height meets new design deck height requirements per Section 2 of API RP 2A 21<sup>st</sup> edition
- Additional well is within the original platform design

Converting a platform to a Right of Use and Easement that meet the following criteria:

- Platforms installed within last 5 years
- Platforms where the deck height meets new design deck height requirements per Section 2 of API RP 2A 21<sup>st</sup> edition
- Wells on expired lease P&A'd

Platform Removal and Site Clearance that meet the following criteria:

- Sites in less than 300' of water
- Complete structural removal to a minimum of 15 feet below the mudline
- Non-explosive removals
- Explosive removals using less than 50# of explosive charges and the NOAA fisheries observers with all standard helicopter flights and observer clearance for all detonations
- Trawling for verification of site clearance in the 1320' radius area

### Pipeline Approvals

A list of the pending pipeline applications sent into the 1201 Elmwood Park Blvd. office prior to August 24, 2005, should be emailed to [pipelines@mms.gov](mailto:pipelines@mms.gov) with the schedule of the planned offshore work. Questions concerning any pipeline applications or procedures should be addressed to the following telephones: (281) 986-6157 or (281) 986-6158. The following list provides guidance on pipeline application requirements and guidance on work that can be executed prior to receiving approval.

New Pipeline Applications:

- Lease Term and ROW Applications - Permit applications should be e-mailed to [pipelines@mms.gov](mailto:pipelines@mms.gov) and one hard copy sent to the Houston, TX address (30 CFR 250.1000).

Modification Applications:

- Lease Term and ROW modification applications - Permit applications should be e-mailed to [pipelines@mms.gov](mailto:pipelines@mms.gov) and one hard copy sent to the Houston, TX address.
- ROW Temporary Cessation of Operations - Permit applications should be e-mailed to [pipelines@mms.gov](mailto:pipelines@mms.gov) and one hard copy sent to the Houston, TX address (30 CFR 250.1000).
- Pipeline change in service- a notification and an updated safety flow schematic should be e-mailed to [pipelines@mms.gov](mailto:pipelines@mms.gov) (30 CFR 250.1000).
- Converting an existing platform to a ROW pipeline accessory that was installed within the last 5 years, where the deck height meets new design deck height

requirements per Section 2 of API RP 2A 21<sup>st</sup> edition an application should be e-mailed to [pipelines@mms.gov](mailto:pipelines@mms.gov) and one hard copy sent to the Houston, TX address (30 CFR 250.1000).

- Pipeline change in flow direction - a notification and an updated safety flow schematic should be e-mailed to [pipelines@mms.gov](mailto:pipelines@mms.gov) (30 CFR 250.1000).

#### Repair Procedures:

- All repair procedure should be e-mailed to [pipelines@mms.gov](mailto:pipelines@mms.gov) or faxed to (281) 986-6179 for review and acceptance (30 CFR 250.1008).

#### Completion Reports:

- All completion reports should be sent to the 1201 Elmwood Park Blvd. office after January 1, 2006 (30 CFR 250.1008).

#### Cathodic Protection Reading Report:

The 2004 and 2005 pipeline cathodic protection reading reports will not be requested until after March 1, 2006 (30 CFR 250.1008).

#### Notifications:

- 48 hour notifications on pipeline construction commencement and hydrotest commencement will not be required until after January 1, 2006 (30 CFR 250.1008).
- Out-of-Service and return to service notifications will not be required for pipelines until after January 1, 2006 and must be received by January 31, 2006 (30 CFR 250.1008).

#### Decommissioning Applications and ROW Relinquishments:

- Applications should be e-mailed to [pipelines@mms.gov](mailto:pipelines@mms.gov) and one hard copy sent to the Houston, TX address (30 CFR 250.1752 & 30 CFR 250.1019).

#### Requests to Use Alternative Procedures and Departure Requests:

- Requests should be e-mailed to [pipelines@mms.gov](mailto:pipelines@mms.gov) or faxed to (281) 986-6179 for review and approval (30 CFR 250.141 & 142).

#### Plan Approvals (Exploration Plans, DOCDs & DWOPs)

- All new plan applications should be emailed to [plans@mms.gov](mailto:plans@mms.gov) and one hard copy sent to the Houston, TX mailing address. When submitting your new plans, the MMS will need one hard copy and the appropriate number of compact disks (CD's) of all Public Information (PI) copies for states reviews. These PI copies should be sent to the Houston, TX mailing address. Inquiries about previously submitted plans should be emailed to [plans@mms.gov](mailto:plans@mms.gov) or phoned to (281) 986-6163.
- Hazard survey reports should be emailed to [plans@mms.gov](mailto:plans@mms.gov). A CD of the report with a hard copy of the anomaly map should be sent to the Houston, TX mailing address.

- All new shallow hazards survey waiver requests should be emailed to [plans@mms.gov](mailto:plans@mms.gov) and one hard copy sent to the Houston, TX mailing address.
- Revising surface locations within 500' of a previously approved surface location will not require prior approval. Notification of these revisions should be emailed to [plans@mms.gov](mailto:plans@mms.gov) or faxed to (281) 986-6179 as soon as possible for documentation purposes.
- All new Rights of Use and Easements requests should be emailed to [plans@mms.gov](mailto:plans@mms.gov) and one hard copy sent to the Houston, TX mailing address.
- All new Deepwater Operations Plans (DWOPs) applications should be emailed to [plans@mms.gov](mailto:plans@mms.gov) and one hard copy sent to the Houston, TX mailing address. Inquiries about previously submitted DWOPs should be emailed to [plans@mms.gov](mailto:plans@mms.gov) or phoned to (281) 986-6120.

#### Sustained Casing Pressure Departure Requirements

- Only those casing pressure departure requests involving wells that do not bleed to zero will be reviewed at this time. These approval requests should be emailed to [fieldoperations@mms.gov](mailto:fieldoperations@mms.gov) or faxed to 281-986-6179. All other sustained casing pressure departure requests will not be reviewed until January 1, 2006 and should be submitted to the 1201 Elmwood Park Blvd. office as soon as possible after January 1, 2006. The contact telephone number for sustained casing pressure departure requests is (281) 986-6120.

#### New Orleans District Permits and Reports

A list of pending permit application sent to the New Orleans District Office (eWell or paper) shall be sent to [neworleansdistrict@mms.gov](mailto:neworleansdistrict@mms.gov) with a schedule of the planned offshore work. The following list provides guidance on District Permit Applications and Reports.

All departure requests should be submitted to [neworleansdistrict@mms.gov](mailto:neworleansdistrict@mms.gov). Until further notice, the eWell Permit and Reporting System is down and you will be notified when you can resume eWell Permitting and Reporting. Permits and reports for Houma, Lafayette, Lake Charles, and Lake Jackson Districts should be submitted by mail, e-mail to the appropriate District e-mail address, or by fax.

##### Applications for Permit to Drill:

- All Applications for Permit to Drill shall be sent to the Houston COOP office electronically to [neworleansdistrict@mms.gov](mailto:neworleansdistrict@mms.gov).

##### Applications for Permit to Modify:

- All Applications for Permit to Modify shall be sent to the Houston COOP office electronically to [neworleansdistrict@mms.gov](mailto:neworleansdistrict@mms.gov).

##### Well Activity Reports:

- All Well Activity reports for New Orleans District should be sent to 990 N Corporate Blvd Suite 100 (pre hurricane address) after January 1, 2006

End of Operations Reports:

- All End of Operations Reports for New Orleans District should be sent to 990 N Corporate Blvd Suite 100 (pre hurricane address) after January 1, 2006

Rig Move Reports:

- All Rig Move Reports for the New Orleans District shall be sent to the Houma District Office

New Orleans District Inspections:

- Any correspondence related to inspections for New Orleans District should be sent to the Houma District Office.

**Paperwork Reduction Act of 1995 (PRA) Statement:** The collection of information referred to in this NTL provides clarification, description, or interpretation of requirements contained in 30 CFR 203, 30 CFR 256, and in 30 CFR 250, subparts A, B, E, I, J, K, L, and Q. The Office of Management and Budget (OMB) approved the information collection requirements and assigned OMB control numbers 1010-0071, 1010-0006, 1010-0114, 1010-0049, 1010-0067, 1010-0149, 1010-0050, 1010-0041, 1010-0051, and 1010-0142. This notice does not impose additional information collection requirements subject to the Paperwork Reduction Act of 1995.

Original signed

Chris C. Oynes  
Regional Director